

DDA - 1079-81

Karen has 5/12/83

81-1044

OTE 81-6729

15 MAY 1981

MEMORANDUM FOR: Director of Personnel

DD/A REGISTRY

VIA:

Security Officer, OTE
Deputy Director for Administration
Contract Personnel Division, OP

FILE: Liaison

FROM:

[REDACTED]
Director of Training and Education

SUBJECT:

Memorandum of Oral Agreement

1. The following individuals have been retained under contract to provide instructional service in conjunction with the Advanced Intelligence Seminar No. 40. The effective dates of these contracts are 8-19 June 1981 unless sooner terminated by actual notice.

Name and Address	Employer	Security Facility Access Approval	Fee & Source of Earnings on Form 1099
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SUBJECT:

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2. These individuals are to be paid under Fan Account No. 0275-3101 on a fee-per-task basis in the amounts cited above upon certification that the tasks have been successfully completed. Income taxes are not to be withheld, but Forms 1099 are to be issued in conformance with Federal income reporting requirements.

3. No commitments other than those stated above have been made to these individuals.

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CONCUR: ISI HARRY E. FITZWATER
Deputy Director for Administration

DATE: 20 MAY 1981

APPROVED: ISI
Chief, Contract Personnel Division, OP

DATE: 5/21/81

Distribution:

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OTE/IS/SB (14 May 1981)

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